

Flood / Zoning Development Permit Application

Required for all sidewalk, driveway, fencing, pools, decks, additions, and similar projects, and any construction located in a Special Flood Hazard Area/Zone (SFHA).

The applicant is to complete the following items:

1. Date
2. Name
3. Location of property
4. Block and lot information
5. Name of owner (if different from applicant)
6. Address of owner (if different from location of project)
7. Phone number of contact person to answer questions about the project
8. Name of contractor (if applicable)
9. Description of project. Specific details are required, such as:
 - a. Fencing
 - i. Height of fence, i.e., 4 foot, 5 foot, etc.
 - ii. Type of fence, i.e., "open – spacing between pickets," "privacy," etc.
 - iii. Distances to street
 - b. Pools
 - i. Size of pool
 - ii. Depth of pool
 - iii. Distances to property lines
 - iv. Location of pumps, filters, and/or decks
 - c. Additions
 - i. Floor plan of existing structure with dimensions (neatly drawn)
 - ii. Floor plan of structure after project is complete with dimensions (neatly drawn)
 - iii. Distances to property lines before and after project
 - iv. Location of off-street parking
 - v. Percentage of lot coverage before and after project
 - d. Estimated cost of work being proposed (labor and materials)

Flood / Zoning Development Permit Application

Date _____ Flood/Zoning Permit No. _____

The undersigned hereby applies for Zoning Approval to be issued on the basis of the representations herein.

Location of Property _____ Zone _____ Block _____ Lot _____

Applicant's Name _____ Phone _____

Address _____

Applicant is ☐ Owner ☐ Prospective Buyer ☐ Agent

If not the owner, Owner's Name/Address _____

Contractor's Name _____ Phone _____

Address _____

The above-named applicant hereby applies for a Flood/Zoning Permit to: _____

Size of Property Lot Area _____ Sq. Ft. Frontage _____ Ft. Depth _____ Ft.

Principal Building ☐ Single Family ☐ Other _____ Building Size L _____ W _____ H _____ Sq. Ft. _____

Lot Coverage (include all buildings, driveway, patio, deck, pool) Sq. Ft. _____ Setbacks: Rear Yard _____ Ft. Side Yard _____ Ft.

Accessory Building Size L _____ W _____ H _____ Sq. Ft. _____

Total # Parking Spaces Existing _____ Proposed (each space, 9'W by 18"L) _____

Is new construction proposed? ☐ Yes ☐ No (If Yes, provide details) _____Are modifications to the site or existing buildings proposed? ☐ Yes ☐ No (If Yes, attach sketch)

Property Line Setbacks Front _____ Ft. Right Side _____ Ft. Left Side _____ Ft. Rear _____ Ft.

Submitted herewith is a dimensional plan (Certified Survey) of the lot showing proposed work and structures. A floor plan (existing and proposed) shall be attached for projects involving additions. Details must include existing and proposed work, including setback lines; existing and proposed floor plans; dimensions of all rooms and buildings; fence height and type; signs (square footage of building façade). Failure to submit all of the above will result in denial of project.

Estimated Cost of Work (including labor and materials) \$ _____

Applicant Signature _____ Flood/Zoning Permit Fee \$25

Applicant's Email _____

Flood/Zoning Officer Signature _____ ☐ Approved ☐ Denied